

## \*Proposal for Family Advisory Committee (FAC) – FY2019 Groundbreaking Year

The Family Advisory Committee (FAC) will serve as a systematic vehicle for the voices of families in communities and programs to be raised up to the state level. The Committee will also serve as a resource and sounding board for state agencies that are making policy and program decisions. The members of the Family Advisory Committee are expected to provide two-way feedback between the Committee and their local program or collaboration.

The Family Advisory Committee will:

- Provide family voice to guide early childhood policy development and issues
- Advise on issues that impact the early childhood system
- Promote state-level family engagement and inclusivity of parents in decision making processes
- Recruit new family leaders to engage in the Committee
- Collaborate as needed with the Access, Integration and Alignment, Quality, and Home Visiting Task Force committees on cross-committee work

\* The proposal will be reviewed and revised as needed after one year

### FAMILY ADVISORY COMMITTEE (FAC) GENERAL MEMBERSHIP

#### Regional State Break-up:

- 7 regions using Illinois Department of Public Health regional map.

#### Local:

- 2 representatives per region, except the Cook Area with 4 representatives - 2 from Chicago, 2 from suburban Cook County

#### Target Size:

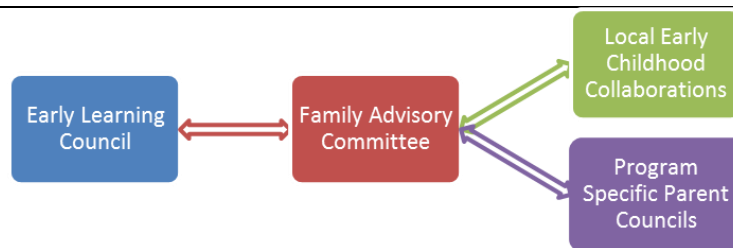
- 16 regional representatives



### MEMBER SELECTION PROCESS AND TERMS

#### Expectations and qualifications for families on the Family Advisory Committee (FAC):

- Have a child birth to 12 years or be the parental voice for a child birth to 12 years
- Racially, linguistically, geographically, ethnically diverse, and low-income inclusive (consider gender and parents with children with disabilities)
- Have firsthand experience with a publicly-funded early learning program
- Motivated and passionate about early childhood
- Agree to provide two-way feedback between the Early Learning Council (ELC) and the Family Advisory Committee
- Members should be connected to their early childhood community (programs and/or collaborations) to make sure information is shared in two directions
- Motivated and passionate about early childhood



**Member recruitment from agencies, programs and populations including:**

- All our Kids (AOK) Networks; Child Care Programs; Early Intervention/Local Interagency Councils; Local Early Childhood Collaborations; Foster Care; Head Start Policy Councils (including Migrant Head Start); Home Visiting programs, Local School Councils (Chicago); Parent-Teacher Organizations; Parent Training and Information Centers (to ensure inclusion of children with Disabilities); Preschool Expansion/Preschool for All; Prevention Initiative; families experiencing homelessness, teen parenting groups, as well as some who aren't affiliated

**Membership Selection Process:**

- Simple and short written application available in different languages (a multilingual panel to review applications will be needed as well)
- For the initial term, regional representatives are selected by the Family Engagement Implementation Subcommittee through the application process
- Thereafter, the regional parent groups will select their own representatives
- Two FAC alumnae mentors (the first year, members of the FAC Implementation Subcommittee)

**Terms and Term Limits:**

- Three-year term: the third year is a transition year, where the incoming members will shadow FAC members on their last term year.
- No consecutive terms may be served

## ELC REPRESENTATION

**ELC Parent Composition:**

- ELC membership at least 20% families, through representatives from Family Advisory Committee
- 16 FAC regional representatives

**ELC Executive Committee Parent Composition:**

- Two seats designated for Family Advisory Committee
- The Family Advisory Committee will choose 2 out of 16 representatives from its membership. Additionally, the Family Engagement Implementation Subcommittee will select a parent to serve as a representative/mentor for at least the first year, for a total of at least 3 parent representatives on the ELC Exec Committee.

**ELC FAC Feedback Loop**

- Standing item on every ELC agenda

## TRAINING PROCESS

**Training for FAC Members:**

- Provide annual orientation to FAC members
  - Topics Leadership, Advocacy, Public Speaking, Overview of the Early Childhood System, Overview of and Current Work of the Early Learning Council, Meeting Facilitation and Agenda Setting

**Training for Early Learning Council members on Family Engagement**

- Provide an annual orientation to all current and new Early Learning Council members on the importance and principles of authentic and meaningful family engagement, including the statewide vision
- Hold training at every fall ELC meeting for all ELC members. Should include: Testimony from providers on the importance of family leadership/engagement; Reminder of logistics that encourage and facilitate parent participation; Reminder of use of language during meetings; Parent testimony

**FAC Meeting Schedule/ Content**

- 4 in-person Statewide Meetings Annually - 1 orientation and 3 coordinated with the Statewide ELC meetings
- Each meeting to include a relationship-building and sharing across communities component, a training component, and an opportunity to address and discuss at least one issue/focus for the upcoming Statewide ELC meeting and/or ELC Executive Committee Meeting

**GOVERNANCE**

- Initially, staff of the backbone agency will run the meetings until parents establish ground rules and structure. The staff will continue to participate in a support role moving forward.
- Committee should decide its own governance

**SUPPORT****Staff Support**

- Staff person(s) (hired by the backbone organization)

**Mentorship and Support**

- During the FAC's first year, the backbone agency will work closely with the Family Engagement Implementation Subcommittee to support and mentor the FAC.

**Additional Supports for the Family Advisory Committee:**

- Child care
- Stipends for the 16 regional representatives
- Transportation or Transportation Reimbursement
- Refreshments
- Evening or weekend meetings to accommodate work schedules
- Interpreters to accommodate families whose primary language is not English
- 5 mentors for the first (term) (4 mentors in addition to Gloria Harris). Mentors will not have a vote

## **BACKBONE AGENCY**

### **Process for Selection**

- A public Request for Proposal (RFP) should be sent out to select an agency based on the expectations and requirements – as previously spelled out by the Family Engagement Subcommittee
- Should be able to provide diverse linguistic resources to applicants

### **Relationship to the Family Engagement Implementation Subcommittee**

- The backbone agency is expected to work closely with the FEIS to ensure alignment and communication between the FAC, the FEIS, the Access Committee, the ELC Executive Committee, and the full ELC.

## **ESTIMATED ANNUAL BUDGET**

Estimated Budget - \$461,200.00 total to support the Statewide FAC and seven regional groups. The budget is \$216,200 (for Statewide Coordinator, training, travel, stipend for parent representatives, childcare, program supplies, and meeting costs) for the statewide meetings and support and \$35,000 per region (for staff, training, travel, program supplies, childcare and meeting costs)